



Crandall Independent School District

Job Description

Job Title: Sports Medicine Coordinator
Reports To: Director of Athletic/Principal
Dept./School: Assigned Campus

Wage/Hour Status: Exempt
Date Revised: February 11, 2022

Primary Purpose:

Plan, coordinate, and supervise all components of the athletic training program for staff, student athletes and student athletic trainers. Work under the direction of the team physician to prevent, recognize, assess, manage, treat, and recondition athletic injuries and illnesses.

Qualifications:

Education/Certification:

Bachelor degree

Valid license from Texas Department of Licensing and Regulation (TDLR)

Current adult cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) Instructor certification

Special Knowledge/Skills:

Knowledge of therapeutic modalities and injury prevention

Ability to provide emergency care and rehabilitation for student athletic injuries

Ability to instruct and supervise student athletes and assistants

Strong organizational, communication, and interpersonal skills

Experience:

Five (5) years experience as an athletic trainer

Major Responsibilities and Duties:

1. Help plan and implement a comprehensive athletic injury and illness prevention program for student athletes.
2. Developing, designing, or creating new applications, ideas, relationships, systems, or products, including artistic contributions to improve the Sports Medicine Program.
3. Help provide physical conditioning training to student athletes.
4. Attend practice sessions and athletic contests as necessary and prepare athletes using protective techniques and devise as needed.
5. Provide and update EAP's for all athletic sites as necessary.
6. Provide emergency or continued care and refer athletes to physician for definitive diagnosis and treatment.
7. Detect and resolve risks to athletes and determine continued participation in athletic events.
8. Develop and establish specific procedures to be carried out in the event of a medical emergency.
9. Provide health care information and counsel and instruct student athletes on subject matter related to athletic training.
10. Oversee and help implement a Concussion Care plan, Doctor's clinic (if available), and COVID Care plan as necessary.
11. Establish and maintain effective communication with students, parents, medical and paramedical personnel, coaches, and other staff.
12. Plan and maintain inventory of supplies for all training rooms.
13. Oversee and help implement the Student Athletic Trainer Academic curriculum with principals by identifying the educational needs, developing formal educational or training programs or classes, and teaching or instructing staff AT's.

Rehabilitation/Reconditioning

14. Help plan and implement a comprehensive rehabilitation and reconditioning program for injuries and illnesses sustained by student athletes.
15. Determine therapeutic goals and objectives for individual athletes, apply therapeutic modalities and instruct athletes on proper use of exercise equipment.
16. Fit injured athletes with specialized equipment and oversee its use.
17. Evaluate and record rehabilitation progress of athletes. Develop criteria for progression and return to practice and competition.
18. Follow and enforce professional, ethical, and legal parameters regarding use of drugs and therapeutic agents for treatment and rehabilitation of injured athletes.

Administration

19. Coordinate scheduling of annual athletic physical examinations and screening.
20. Select, train, and supervise student athletic trainer program.
21. Compile, maintain, and file all reports, records, and other documents including medical, accident, and treatment records as required.
22. Maintain an inventory of training supplies and equipment. Requisition additional supplies on an annual basis and as needed throughout the year.

Other

23. Be available by phone, email, or video conferencing to confer with district personnel, students, and/or parents.
24. Communicate with students or parents on a regular basis via phone or video conference, email, or district approved website.
25. Follow district safety protocols and emergency procedures.

Supervisory Responsibilities

26. Coaching and Developing of Staff Athletic Trainers - Identifying the developmental needs of AT's and mentor, or otherwise help them to improve their knowledge or skills by providing guidance and direction, including setting performance standards and monitoring performance.
27. Coordinate the event coverage and activities of the AT Staff throughout the year.
28. Help direct the student athletic trainer program.

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Exercise equipment and devises including stationary bike, pulleys, weights, whirlpool, paraffin bath, ultrasound equipment and cold packs; automated external defibrillator (AED)

Posture: Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

Motion: Continual walking; moderate reaching

Lifting: Frequently moderate lifting and carrying (15-44 pounds)

Environment: Work outside (exposure to sun, heat, cold, and inclement weather) and inside; exposure to noise; exposure to biological hazards, bacteria, and communicable diseases; frequent districtwide and statewide travel

Mental Demands: Maintain emotional control under stress; frequent prolonged and irregular hours

The document describe the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Print Name

Signature

Date